

IN THE EXECUTIVE ETHICS COMMISSION  
OF THE STATE OF ILLINOIS

In re: JOHN KARNES ) OEIG Case #13-0053

OEIG FINAL REPORT (REDACTED)

Below is a final summary report from an Executive Inspector General. The General Assembly has directed the Executive Ethics Commission (Commission) to redact information from this report that may reveal the identity of witnesses, complainants or informants and “any other information it believes should not be made public.” 5 ILCS 430/20-52(b).

The Commission exercises this responsibility with great caution and with the goal of balancing the sometimes-competing interests of increasing transparency and operating with fairness to the accused. In order to balance these interests, the Commission may redact certain information contained in this report. The redactions are made with the understanding that the subject or subjects of the investigation have had no opportunity to rebut the report’s factual allegations or legal conclusions before the Commission.

The Commission received a final report from the Secretary of State’s Office of Executive Inspector General (“OEIG”) and a response from the Chief of Staff for the Secretary of State in this matter. The Commission, pursuant to 5 ILCS 430/20-52, redacted the final report and mailed copies of the redacted version and responses to the Attorney General, the Secretary of State’s Executive Inspector General and to John Karnes at his last known address.

The Commission reviewed all suggestions received and makes this document available pursuant to 5 ILCS 430/20-52.

INVESTIGATIVE SUMMARY

In Re: John Karnes  
Case Number: 13-0053  
Date of Report: October 25, 2013

**I. Allegations and Investigation**

Inspectors Young and Morgan were meeting with [REDACTED], regarding an unrelated investigation when [REDACTED] reported a complaint against John Karnes, a Driver Services liaison, for misuse of state time. According to [REDACTED], Karnes’ work hours have not been properly accounted for, and often Karnes is gone from work for extended periods of time without Driver Services knowing what he

(Karnes) is working on, where he is traveling, or his location. [REDACTED] stated that Karnes has a personally-assigned state vehicle, however, [REDACTED] believed he may be using the vehicle for personal reasons. According to [REDACTED], he and Driver Services Director Mike Mayer had discussed the situation and were concerned that Karnes might be violating policy.

Inspectors requested additional documentation from [REDACTED] regarding Karnes, including his work schedule, daily reports, and itineraries for the months of May and June 2013. [REDACTED] stated that he would contact the Director's secretary and have her forward the requested documentation. According to [REDACTED], Karnes has a number of Driver Services facilities assigned to him, and his other duties may also include records retention. [REDACTED] also stated Karnes does not report directly to him, but is supposed to report directly to Director Mayer.

Inspectors contacted Director Mayer to obtain additional information. Director Mayer advised that Karnes has an office at the Dirksen Parkway facility, works a 7.5 hour day, Monday through Friday, and his hours are 8:30 A.M. to 5:00 P.M. Director Mayer directed his secretary to provide Inspectors with the following documents relating to Karnes for the period 7/15/13 through 8/30/13:

- Any attendance documentation, including any attendance slips or electronic communications (email, etc) requesting time off.
- Any documentation showing accrued/used benefit time, including a daily breakdown of such time, if possible.
- Any itineraries and follow-up reports regarding SOS work related activities.

Investigators also obtained a record of all email communications and Internet access by Karnes for the period of July 15, 2013 through August 26, 2013.

On August 30, 2013, Karnes' Wright Express Card records were reviewed. The records revealed that since January 1, 2013 Karnes had used it only seventeen times. Of those seventeen occasions, only two fuel purchases occurred within Sangamon County.

Based on the allegations of misuse of his assigned vehicle and lack of accountability regarding his location, Inspectors installed a GPS tracking device on Karnes' personally-assigned state owned vehicle, a dark blue 2011 Chevrolet Malibu with license plate number "U23 185" on July 15, 2013 at or about 3:15 P.M. The GPS device was removed from that vehicle on September 10, 2013 at or about 10:13 A.M. GPS tracking was supplemented with physical surveillance by Inspectors starting on Tuesday, August 20, 2013. Physical surveillance continued intermittently through Friday August 30, 2013. (A detailed report of the information obtained from the GPS tracking and physical surveillance is attached as Exhibit A.)

During the course of the investigation, it was suggested that some of Karnes' work activities involved duties assigned to him by [REDACTED]. Inspectors interviewed [REDACTED] on August 22, 2013, and conducted a follow-up interview on September 6, 2013. [REDACTED] provided the following information:

- [REDACTED] knew Karnes as a volunteer for the current Jesse White 2014 re-election campaign.
- [REDACTED] has no administrative authority over Karnes or his activities.
- Karnes' volunteer duties for campaigns have included installing signs and banners at the Director's Lawn for the Governor's Day Rally at the Illinois State Fairgrounds as well as for the Illinois Democratic County Chairmen's Association's Governor's Day Brunch at the Crowne Plaza Hotel.
- [REDACTED] stated that these two activities are entirely campaign related, and had occurred most recently on August 14, 2013.
- [REDACTED] saw Karnes participating in those two activities at both locations as early as 7:15 A.M. until as late as 11:30 A.M. on August 14, 2013.
- [REDACTED] and Karnes were present at the August 14, 2013 brunch at the Crowne Plaza when [REDACTED] asked Karnes to locate and acquire a storage unit for the campaign.
- Karnes told [REDACTED] that, because he (Karnes) is responsible for putting up the signs, he would find a storage unit near his home in Chatham for his own convenience.
- [REDACTED] spoke to Karnes again about a storage unit when Karnes called him at home on the evening of Monday, August 19, 2013 around 6:00 or 6:30 p.m.
- Karnes told [REDACTED] during the noon lunch hour on either August 20th or 21st that he (Karnes) had acquired a storage facility in Chatham.

During a follow-up interview on September 6, 2013, [REDACTED] presented Inspectors with an invoice dated August 22, 2013 for a storage unit rented in the name of John Karnes. (See attached Exhibit B) [REDACTED] advised that the invoice was to be paid by the Jesse White 2014 re-election campaign and used for campaign purposes. The invoice is for a storage unit located directly off Route 4 in Chatham, Illinois (the Campaign storage unit).

Karnes was notified by e-mail on September 12, 2013 to come to the Office of the Inspector General on September 17, 2013 for an interview. Inspectors notified Karnes to bring with him any documentation that would verify his work activities. Karnes brought copies of his weekly itineraries that differed from those previously provided to the OIG by Mayer's office. Karnes told Inspectors that he had made revisions to the original itineraries after he had submitted them to Director Mayer. (Tr. 16:2-16:20). Karnes acknowledged that he had not submitted these revised itineraries to Director Mayer, and that he did not submit such revised itineraries to the Director's office unless specifically requested to do so. (Tr. 16:22-18:7; 19:14-20). Karnes claimed that, approximately two years ago, Director Mayer's former (now retired) secretary told him that he no longer had to submit a revised itinerary. (Tr. 17:20-21). Karnes told Inspectors that the revised itineraries are a true and accurate reflection of his travels and work activity. (Tr. 31:23-32:6; 93:5-8).

Karnes also informed Inspectors that he occasionally works from his home in Chatham, Illinois. Karnes stated that several years ago when his position had been supervised by Intergovernmental Affairs, he had been authorized to work from home and had been supplied with a scanner/printer/fax machine. (Tr. 13:4-13; 90:2-12). In 2007 the responsibility to supervise employees in Karnes' job title was moved to Driver Services. Upon further questioning, Karnes initially claimed that he had "assumed" Director Mayer was aware that he worked from home,

but later asserted that he had a conversation with Director Mayer on September 16, 2013 in which he told the Director that he worked from home for ten hours during the months of July and August 2013. (Tr. 14:23-15:18). Karnes stated: "I don't work out of my home very often at all. I used to. For instance, I think I spent in the months of July and August, I think I spent, probably ten hours out of my home office." (Tr. 14:14-17). Karnes advised that any work activity conducted at his home would also be documented on his itinerary. (Tr. 14:10-14). However, none of the itineraries that Karnes had submitted to Director Mayer contained any reference to working from home. Later in the interview Karnes admitted that no one from Driver Services had ever authorized him to work from home. (Tr. 90:2-7).<sup>1</sup>

Throughout the interview, Inspectors repeatedly confronted Karnes with evidence that he was at home for extended periods of time when he was supposed to be working. In response to this evidence, Karnes claimed to be working from his home during that time. By the conclusion of the interview, Karnes alleged he was working from home at least thirty-seven hours during the six-week period in July and August that he was being monitored by Inspectors. (Tr. 126:18-127:4). This contrasts with Karnes' earlier statement that he worked from home for ten hours during the months of July and August.

Karnes was also questioned about his activities on August 14, 2013. Although his attendance records reflect that he was paid for 7.5 hours of work that date (Exhibit C), the GPS tracking showed his state vehicle had not moved from his driveway on this day. Karnes admitted he had performed various political activities on August 14, 2013, including: attending the Illinois Democratic County Chairmen's Association's Governor's Day Brunch in Springfield, attending Democrats' Day activities at the State Fair, putting up campaign signage at both the Crowne Plaza and the Illinois State Fairgrounds in the morning, attending a speech at the brunch and handing out campaign stickers to fairgoers.

The original itinerary submitted by Karnes indicated August 14 as a "Vacation Day" and for August 15 stated "Dirksen." However, a set of arrows (↑↓) in red ink was written in between the two days. According to the Director's secretary, after receiving an e-mail from Karnes on August 15th in which he notified her that he was taking August 15th off as a vacation day, she added the arrows to indicate that the entries for August 14th ("Vacation Day") and August 15th ("Dirksen") are to be substituted for each other. She also had added the entry "Actual Vacation Day" for August 15th. The revised itineraries submitted by Karnes lack the arrows and the entry for August 14th reads "Vacation Day" and the "Dirksen" entry for August 15th has been struck through and "Vacation Day" written in.

Karnes stated that he was so "visible" on the 14th that, "as a state employee, [he] wouldn't be stupid enough not to turn in a leave certificate [for the 14th]." (Tr. 49:14-15). However, no such leave slip for August 14th could be located. After the interview, Karnes contacted the Director's secretary and instructed her to credit August 14th as a vacation day. On September 18, 2013,

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<sup>1</sup> After this interview, Inspector Young met with Director Mayer regarding Karnes' representations that he was authorized to work from his home. Director Mayer stated that he had no knowledge that Karnes was allegedly working from his home, nor had he ever authorized Karnes to work from his residence. According to Director Mayer, Karnes has an office within the Dirksen facility which Karnes should be using when not traveling to his assigned facilities or attending meetings and functions that have been outlined in his weekly itineraries.

she informed Karnes via e-mail that she had changed August 14th to a vacation day and that because of that change he did not have enough time and would have to be docked for a day. (Exhibit D). Subsequently, the Director's secretary sent an email to Inspector Young regarding this matter. (Exhibit E.)

Inspectors also questioned Karnes about the circumstances surrounding the storage unit invoice. Karnes stated that the invoice was for a storage unit for the Jesse White 2014 re-election campaign. The following exchange occurred regarding this issue:

Investigator Young: Mr. Karnes. A number of different days and I can go through them and you know that did you drive by these different storage units in and around Chatham to look at them for the purpose of trying to find a storage unit for the campaign materials?

Mr. Karnes: Yes, Sir.

Investigator Young: Thank you. Do you understand that it's against SOS policy to do that? Using state time and your vehicle to do that? Do you understand that, sir? Yes or no?

Mr. Karnes: No.

Investigator Young: You don't understand that.

Mr. Karnes: No.

Investigator Young: Did you take the ethics test?

Mr. Karnes: Yes, Sir.

Investigator Young: Did you pass it?

Mr. Karnes: Yes, Sir.

Investigator Young: Okay in that ethics test there are number of questions though that relate to this very thing. And you just told me in the earlier interview and you were adamant about separating campaign time from state time.

Mr. Karnes: I didn't know driving by.

Investigator Young: So please answer it truthfully.

Mr. Karnes: I didn't know driving by a storage unit was a violation of ethics.

Investigator Young: It's the purpose for which you did it. You went by to look at the, to find a storage unit. Is that not correct?

Mr. Karnes: That is correct.

Investigator Young: Then again we're not going to mix words but is that not true and is that not a violation?

Mr. Karnes: Well, as you present it, yes, I realize now that it is.

Investigator Young: Okay.

Mr. Karnes: Did not realize it at the time.

Investigator Young: Why wouldn't you realize it at the time?

Mr. Karnes: I, I, I....

Investigator Young: Do you not understand that doing political or campaign stuff on state time?

Mr. Karnes: I didn't think I was doing campaign work, but that's the way you presented....

Investigator Young: What did you think you were doing?

Mr. Karnes: Well, I was checking out a storage unit.

Investigator Young: For what purpose?

Mr. Karnes: For storing. You're right. Okay, you're right.

Investigator Young: It's campaign work right? Correct?

Mr. Karnes: You're right.

During the interview, it also had been discovered that Karnes possessed a three-in-one-printer/copier/fax machine at his residence that belongs to SOS. Director Mayer stated that he was unaware that Karnes had the equipment at his home. Director Mayer indicated there would be no need for Karnes to have any state-issued equipment at home other than his state-issued cell phone, Blackberry and his state vehicle. Director Mayer showed Karnes' Dirksen office location to Inspector Young. A copier and fax machine are located adjacent to Karnes' office door. Karnes office is also supplied with office materials and a computer. Director Mayer stated that Karnes has all the equipment or work materials that he would need to accomplish his job duties at his Dirksen office location.

Subsequent to his interview, Karnes supplied Inspectors with two property control numbers – one for the 3-in-1 printer/copier/fax machine and the other for a laptop computer. Karnes advised Inspectors that he no longer had possession of the laptop having turned it in to SOS in an

earlier year. Inspectors requested that Secretary of State Department of Information Technology provide information relating to the location, assignment or transfer of the equipment associated with those property control numbers. DoIT advised that the 3-in-1 printer/copier/fax machine had been purchased in August, 2005. It had been assigned to a former SOS employee. The 3-in-1 printer/copier/fax machine had been on the missing inventory list since September, 2005. The laptop computer had been purchased in 2001 and assigned to Karnes on December 12, 2010. During his interview, Karnes stated that he receives a yearly e-mail asking him to confirm that he still has physical control of the 3-in-1 printer/scanner/fax machine. (Tr. 13:18- 14:8). Inspectors determined that this statement was false for the reason that the annual e-mails that Karnes had referred to only requested confirmation that he still possessed the laptop computer assigned to him.

## II. Charges and Findings

**Charge 1.** Unexcused and undocumented absence from assigned duties, in violation of Article 1, Chapter 1, Sections 5(f) and (k), of the Secretary of State Policy Manual: “Acts or conduct which may result in discipline up to and including discharge, including but are not limited to: . . . (f) misuse or abuse of state working time 1) for personal gain, or 2) for any reason other than performing the employee's assigned duties; . . . (k) excessive absenteeism or tardiness, including but not limited to, leaving work before quitting time, overstaying breaks or lunch periods, or unauthorized absence from work or work station.”

The evidence gathered in this investigation, particularly through the use of the GPS monitoring and physical surveillance, conclusively demonstrates that John Karnes repeatedly submitted itineraries which indicated he worked full days at his Secretary of State assigned duties when, in fact, he was at his residence or engaged in personal pursuits for much of those days. Although Mr. Karnes brought revised itineraries to the interview with this office, even those documents were falsified. There is no credible evidence Mr. Karnes was working from home, or that his current supervisor authorized him to work from home. *This charge is proven.*

**Charge 2.** Use of state owned vehicle for personal purposes in violation of Article 5, Chapter 3, Section 1(a), of the Secretary of State Policy Manual: “Secretary of State owned or leased vehicles may not be used for personal purposes, other than commuting or de minimis personal use (such as a stop for lunch between two business trips), unless otherwise authorized in writing by the Deputy Secretary of State and/or Chief of Staff.”

On a number of occasions Mr. Karnes used his state owned vehicle for personal purposes. The investigation revealed repeated stops during the work day for personal errands, and instances when Mr. Karnes was home after normal work hours and left home in his state owned vehicle to run a personal errand. *This charge is proven.*

**Charge 3.** Conducting political activity on state time and while using state equipment in violation of Section 5-15(a) of the State Officials and Employees Ethics Act: “Sec. 5-15. Prohibited political activities. (a) State employees shall not intentionally perform any prohibited political activity during any compensated time (other than vacation, personal, or compensatory

time off). State employees shall not intentionally misappropriate any State property or resources by engaging in any prohibited political activity for the benefit of any campaign for elective office or any political organization.” 5 ILCS 430/5-15(a).

Charges regarding conducting political activities on state time and using state equipment are two-fold. First, Mr. Karnes admits spending most of the day on August 14, 2013, performing political activities. Mr. Karnes did not drive his state owned vehicle on that day, so there is no claim of misuse of state equipment. However, the official attendance records did not show him taking a vacation day, or other non-compensated time for that day. However, Mr. Karnes was adamant that he turned in a vacation slip for that day and that the slip must have been misplaced in the office. The Director’s secretary, who tracks Mr. Karnes’ time, notes that Mr. Karnes has always taken the day off for this annual event in the past, and amended the attendance records at Mr. Karnes’ request after his interview with the OIG. But when she made that amendment, she had to dock Mr. Karnes’ one day’s pay because he had no compensated time available. While this is a close call, on balance, I find that the proof that Mr. Karnes *intentionally* spent August 14<sup>th</sup> performing campaign work while on state compensated time is inconclusive. Therefore, *this charge is not proven.*

The second charge regarding conducting political activities on state time and using state equipment centers on the claim that Mr. Karnes was on state compensated time, driving a state owned vehicle, while he looked for and leased a storage unit that was to be used to store campaign signs and equipment. The evidence gathered in this investigation clearly showed Mr. Karnes was guilty of this infraction and, after close questioning, he ultimately admitted to this violation. *This charge is proven.*

In making these findings, it is noted that many state employees are involved in political activities, and the State Officials and Employees Ethics Act does not prohibit such involvement. In fact, the Act specifically provides: “Nothing in this Section prohibits activities that are otherwise appropriate for a State employee to engage in as a part of his or her official State employment duties or activities that are undertaken by a State employee on a voluntary basis as permitted by law.” 5 ILCS 430/5-15(e). Nonetheless, it is the obligation of the state employee to ensure that he or she does not engage in political activity on state time or while using state equipment. Mr. Karnes failed to fulfill that obligation.

### **III. Recommendations**

As a result of the confirmed violations of the State Officials and Employees Ethics Act and the Secretary of State Policy Manual as set forth above, it is the recommendation of the Executive Inspector General for the Secretary of State that Mr. John Karnes be suspended without pay for 15 consecutive days.

It is further recommended that:

Mr. Karnes be required to return to the Driver Services Department the printer/copier/fax machine now at Mr. Karnes’ home;

Mr. Karnes be explicitly informed he is not permitted to work from his home;

Mr. Karnes be required to surrender his personally assigned, state owned vehicle, and that he be instructed to obtain a vehicle from the motor pool whenever his job duties require him to travel;

Mr. Karnes be required to work from his work station at the SOS Dirksen Parkway offices unless the Director of Driver Services has, in advance, specifically authorized work related travel;

The Director of Driver Services be instructed to require detailed and verifiable itineraries from Mr. Karnes or any other field personnel under the Director's supervision.

Respectfully submitted:

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Nathan Maddox  
Executive Inspector General  
Office of the Illinois Secretary of State

## **Exhibit A – Detailed Report of Surveillance and GPS Tracking**

### **July 16, 2013:**

Karnes left his residence at 7:25 a.m., traveled to the Chatham Village Utility Office, and then returned home. At 9:26 a.m., Karnes drove to the Carlinville SOS facility arriving at 10:21 a.m. He departed the facility at 11:26 a.m. Wright Express Card records reflect a fuel purchase made by Karnes during an eight minute stop at the Circle K gas station in Virden. Afterwards, Karnes made another seven minute stop in the countryside north of Auburn before arriving at his residence in Chatham at 12:35 p.m. He again left his residence at 12:44 p.m. and drove to Gabatoni's Restaurant in the 300 block of East Laurel in Springfield, which has a drive-up window. After spending five minutes there, Karnes returned to his residence. Karnes then left his residence at 2:01 p.m. and drove to the Howlett Building, arriving at 2:25 p.m. and departing at 2:56 p.m. to return to his residence. He arrived at his residence at 3:31 p.m.

The original itinerary for this day submitted by Karnes to Director Mayer indicated "Wyoming Facility." Karnes submitted a revised itinerary during his interview to which he had struck through "Wyoming" and written in "Carlinville 10:20-11:30" and added "Howlett 2:25-4:00." During his interview, Karnes did not provide an explanation of what he was doing during the one hour and thirty minutes he was home in the morning nor the two hour period he was home in the afternoon, other than to state: "There are many days that I leave home at 7:00 in the morning and get home at 7:00 at night." (Tr. 84:2-7). This statement was contradicted by evidence gathered during the six week surveillance period wherein Inspectors established that Karnes never left home before 8:02 a.m. nor arrived home after 5:36 p.m. for reasons related to his employment.

### **July 19, 2013:**

Karnes did not leave his house until 8:52 a.m. After a five minute stop at the Dirksen SOS facility, Karnes drove north on I-55 to Williamsville where he made a seven minute stop at the Love's Travel Stop gas station. Karnes then drove west from Interstate 55 on State Route 123/124/County Road 11 North to Route 29, and then drove north. Karnes then traveled a circuitous route to Pekin via Route 29 that included stops at the Athens Public Library for seven minutes and the Petersburg town square for five minutes. Arriving in Pekin, Karnes parked his vehicle outside the Tazewell County Democratic Headquarters at 407 Elizabeth St., Pekin at 11:31 a.m. After 1 hour and 49 minutes at that location, he left at 1:21 p.m. Karnes told Inspectors he tried to meet a State Senator (Koehler) to determine where to send senior citizens interested in participating in the Benefits Access program, however, the Senator's office (also in the 400 block of Elizabeth St.) was closed. (Tr. 85:14-20). Karnes then made five other stops at locations in Pekin, each under ten minutes in length. He spent six minutes at the Pekin SOS facility, then nine minutes at the Senior Center, then another eight minutes at the Pekin SOS facility, followed by stops at a Wendy's restaurant for four minutes and finally a McDonald's restaurant for nine minutes. In total, Karnes spent thirty-two minutes at, or travelling to, fast food restaurants in Pekin. After leaving Pekin, Karnes stopped at the Mason City Public Library for four minutes. He then returned to his residence, arriving there at 4:05 p.m.

During the interview, Karnes told Inspectors that he had not taken a lunch earlier, and that he considered the hour from 4:00 to 5:00 as his lunch hour. (Tr. 85:20-23). Karnes failed to otherwise account for his activities. The original itinerary submitted by Karnes to Director Mayer indicated that he had been at the "Quincy facility." On the revised itinerary he submitted at his interview Karnes had struck through Quincy and written in "Pekin" and "Senior Center" although he only had spent a total of twenty-three minutes at those locations.

**July 30, 2013:**

Karnes did not leave his home until 8:58 a.m. Karnes spent two hours and eight minutes at the Howlett Building. He stated in his interview that he "probably" met with a SOS employee regarding the Western Illinois University mobile unit during that period. (Tr. 91:18-92:10). After leaving the Howlett, he returned to his residence for forty-one minutes, after which he drove to United Community Bank (UCB) at Main & Walnut Sts. in Chatham. He left the bank after twenty-one minutes and again returned to his residence. Twenty-four minutes later, he again left his residence and proceeded to make a four minute stop at the Dollar General Store on Plummer Boulevard in Chatham. Following this stop, he proceeded to a multi-unit apartment building at Main and Goldenrod Streets in Chatham where he remained for six minutes, after which he returned to UCB for five minutes and then to the Chatham McDonald's for four minutes before returning home.

Thirteen minutes later, Karnes left his residence driving approximately four and a half miles north to Panther Creek Drive and then returned without stopping to his residence at 2:31 p.m. At 4:31 p.m. he drove from his residence to the Taco Bell restaurant on Toronto Road in Springfield, remaining there five minutes. He returned to Chatham where he stopped at the strip mall next to the County Market supermarket for thirteen minutes before arriving at his home at 5:17 p.m.

According to his itinerary submitted to Director Mayer, Karnes claimed to have been at the "Pekin Facility." He presented a revised itinerary at his interview indicating that on that date he had been located at "AM Howlett" and "PM Home Office." During his interview, Karnes acknowledged that he does not have an office at the Howlett Building. (Tr. 91:12-16). Although Karnes claimed to be working from home on this afternoon, he spent two hours and eighteen minutes travelling and accomplishing what appear to have been personal tasks.

**July 31, 2013:**

Karnes did not leave his home until 12:19 p.m. He then drove to the Carlinville SOS facility where he remained until 4:35 p.m. When he left the facility, he returned to his residence in Chatham. The original itinerary submitted by Karnes to Director Mayer indicated "Jerseyville Facility." The revised itinerary submitted by Karnes at the interview shows a strikethrough of "Jerseyville" and written in its place is "Carlinville." During his interview, Karnes asserted that he had been working from his home office from 8:30 a.m. to 12:19 p.m. Despite Karnes' previous representation that his revised itineraries were accurate and would reflect any home office work activities, there is no indication on the original or revised itinerary that he had

worked from his home on this day. Karnes admitted that this three hour block of time spent at home is not reflected anywhere on his revised itinerary. (Tr. 92:16-95:9).

**August 6, 2013:**

Karnes did not leave his home until 9:44 a.m. Karnes spent fifty-one minutes at the Dirksen facility and then one hour and forty-two minutes at the Howlett Building. Karnes then returned to his home and spent fifty-one minutes there. He then proceeded to the Winchester Road warehouse for eleven minutes. Karnes returned to his residence at 2:58 p.m. and remained there for the rest of the day.

During his interview, Karnes advised that he had been working in his home office from 8:30 to 9:44 a.m. on this date. (Tr. 96:23-97:4). He admitted that he had not documented this alleged working from his home. (Tr. 97:6-16). The original itinerary submitted by Karnes to Director Mayer indicated that he was at the "Aledo Facility." The revised itinerary stated "Dirksen/SFLD."

**August 7, 2013:**

Karnes did not leave his home until 9:11 a.m. He drove from his home to Roodhouse, where he spent 3 hours and 40 minutes near the intersection of Palm and Morse Sts. (at the SOS Mobile Unit). At 2:01 p.m. Karnes left Roodhouse and returned to his home, arriving at 2:54 p.m. Karnes informed Inspectors that he had taken his lunch hour from 3 to 4 P.M. on this date and during the remaining unaccounted time he had been working in his home office. (Tr. 100:13-18). Karnes original and revised itineraries are identical and state only-"Roodhouse Mobile."

**August 12, 2013:**

Karnes did not leave his home until 12:17 p.m., at which time he drove to Springfield. After stopping at the Long John Silver's restaurant in the Capital City Shopping Center for four minutes, he arrived at the Dirksen SOS facility at 12:47 p.m. He spent one hour and forty-eight minutes there. Afterwards, he proceeded to the Howlett Building where he spent seven minutes. He then drove to the United Community Bank at Sixth St. and Stevenson Drive in Springfield stopping for six minutes before returning to the Howlett Building for another thirty-three minutes. Leaving the Howlett Building at 3:57 p.m., Karnes returned home.

Karnes' original and revised itineraries are identical and state only - "Dirksen." Karnes contended that he worked from home for the four and a half hours of unverified workday time. (Tr. 102:17-23).

**August 13, 2013:**

This was the day before the Democratic County Chairmen's Association's Governor's Day Brunch at the Crowne Plaza Hotel. On this date, Karnes left home at 8:44 a.m. and spent forty-two minutes at the Dirksen SOS facility. He then traveled to the Howlett Building and spent two hours and thirty-eight minutes there. Karnes then drove to Chatham, where he spent five

minutes at home and then fifteen minutes at the Family Medical Center at Plummer Blvd. and Main Sts. Karnes then returned home for nineteen minutes. He again left home only to stop at Glenwood High School for two minutes en-route back to the Dirksen SOS facility where he spent another one hour and eleven minutes. Karnes returned to his home in Chatham yet again for twenty-five minutes, after which he drove his state owned vehicle to the Howlett Building where he parked for fifty-seven minutes until 5:29 p.m. Although parked at the Howlett Building, Karnes actually had been attending a book-signing by former U.S. Senator Alan Dixon at the nearby Boone's Saloon Bar and Grill located at 301 W. Edwards, Springfield, Illinois. (Tr. 104:13-15).

After the book signing, Karnes, while still in his state owned vehicle, drove to the Dirksen SOS facility where he parked for one hour and forty-one minutes. Karnes admitted that he had then attended a political meeting until 7:22 p.m. with twelve other individuals including Chief of Staff Tom Benigno and Director Devlin at the Crowne Plaza hotel. (Tr. 104:15-106:18). Karnes stated that he had been invited to this meeting by Director Devlin, but did not originally know its purpose was political. (Tr. 105:14-16). He stated that because he was not sure whether the nature of the meeting was political or not, he intentionally parked his state vehicle at the Dirksen SOS facility and walked to the Crowne Plaza. (Tr. 106:7-10). Karnes' original and revised itineraries are identical and state only - "Dirksen."

#### **August 14, 2013:**

Although Karnes' attendance records reflect that Karnes was paid for 7.5 hours of work this date (see Exhibit F), the GPS tracking shows his state vehicle had not moved from his driveway on this day. Karnes admitted in his interview that he had performed various political activities on August 14, 2013 including: attending the Illinois Democratic County Chairmen's Association's Governor's Day Brunch in Springfield (at the date and time shown in Exhibit A), attending Democrats Day activities at the State Fair, putting up "Jesse White 2014" campaign signage at both the Crowne Plaza and the Illinois State Fairgrounds in the morning, attending Secretary White's speech at the Brunch and handing out campaign stickers to fairgoers.

The original itinerary submitted by Karnes indicated August 14 as a "Vacation Day" and that for August 15 stated "Dirksen." However, a set of arrows (↑↓) in red ink was written in between the two days. According to the Director's secretary, after receiving an e-mail from Karnes on August 15th in which he notified her that he was taking August 15th off as a vacation day, she added the arrows to indicate that the entries for August 14th ("Vacation Day") and August 15th ("Dirksen") are to be substituted for each other. She also had added the entry "Actual Vacation Day" for August 15th. The revised itineraries submitted by Karnes lack the arrows and the entry for August 14th reads "Vacation Day" and the "Dirksen" entry for August 15th has been struck through and "Vacation Day" written in.

Karnes averred that he was so "visible" on the 14th that, "as a state employee, [he] wouldn't be stupid enough not to turn in a leave certificate [for the 14th]." (Tr. 49:14-15). However, no such leave slip for August 14th could be located. After the interview, Karnes contacted the Director's secretary and instructed her to credit August 14th as a vacation day. On September 18, 2013, she

informed Karnes via e-mail that she had changed August 14th to a vacation day and that because of that change he did not have enough time and would have to be docked for a day.

**August 15, 2013:**

On Thursday August 15, 2013, Karnes drove his state vehicle for over one hour after calling in a vacation day. Karnes started driving his vehicle at 8:26 a.m. At 8:34 a.m. Karnes had sent an e-mail notifying that he was taking a vacation day and adding the comment "I again have forgotten how demanding yesterday was." Despite e-mailing in a vacation day, Karnes continued to drive the state vehicle around Chatham until he returned home at 9:36 a.m. His various routes took him along many streets throughout Chatham including directly across the street from the storage unit facility at Main and Kemp Sts. His only stop was for five minutes at the intersection of Market and Mulberry Sts. In his interview, Karnes claimed not to remember driving his state vehicle during vacation time on this day. (Tr. 51:2-17).

**August 16, 2013:**

Karnes did not leave his home until 9:17 a.m. After a four minute stop at the Shell gas station on Main St. in Chatham, Karnes drove to the Dirksen SOS facility. He remained there for thirteen minutes and then drove to the Jacksonville SOS facility. He spent one hour and thirty-nine minutes at the facility, then returned to his residence, arriving at 12:53 p.m. After forty minutes at his home, Karnes then drove to the Chatham strip mall next to County Market off Route 4 and stopped for twelve minutes. Afterwards, Karnes returned home and spent one hour and nineteen minutes. Karnes then left home once again to travel to the 100 block of East Walnut in Chatham where he stopped for six minutes near the BP gas station and the U.S. Post Office. Karnes then drove past several storage unit facilities in Chatham, including one facility at Kemp and Main Sts. and another at Goldenrod and Main Sts. He then drove to the Campaign storage unit. Karnes then drove to a doctor's office in Chatham, where he remained for ten minutes, and then to Sam's Club at Iles and Veteran's Parkway in Springfield for fourteen minutes. He then drove back home, arriving at 4:34 p.m. At 5:27 p.m., after the conclusion of his scheduled workday, Karnes drove his state owned vehicle to the Chatham McDonald's before returning home at 5:41 p.m. During his interview, Karnes admitted that such conduct violated SOS policy. (Tr. 34:18-37:14).

The original itinerary submitted by Karnes to Director Mayer had indicated only "Jacksonville Facility." The revised itinerary submitted at the interview showed Karnes had added "Howlett 3-4:30."

**August 19, 2013:**

Karnes left his home at 8:25 a.m. and drove to the Dirksen facility. Karnes spent three hours and twenty-eight minutes at the Dirksen SOS facility. Upon leaving, Karnes drove south for over seven miles to the area of in Chatham. From there, Karnes rerouted his vehicle to the north and drove over eight miles to the 1400 block of North MacArthur Blvd, in Springfield. Without stopping, Karnes then reversed direction again and drove south to Chatham. Once in Chatham, he detoured en-route to his home in order to drive past both the

Campaign storage unit and the Main and Goldenrod storage facility. He then drove home where he remained for thirty-seven minutes. He departed his home at 2:02 p.m. and drove to the State Library, where he remained for twenty-seven minutes. After leaving the State Library, he drove to the International House of Pancakes (IHOP) restaurant on West Wabash Avenue. He remained at the restaurant for one hour and twenty minutes. After leaving the restaurant, Karnes drove to the County Market strip mall in Chatham, remaining there for fifteen minutes, and then proceeded to his residence.

Karnes' original and revised itineraries are identical and stated only - "Dirksen." During his interview, Karnes did not dispute that he drove past the Campaign storage unit. (Tr. 107:8-18). Karnes explained that despite "not being involved in personnel issues," he spent the time at the IHOP restaurant explaining to two SOS employees "their options" for transferring out of the Jacksonville facility, which was undergoing "serious personnel problems." (Tr. 108:8-23). Karnes' job duties do not include responsibility for resolving personnel issues.

#### **August 20, 2013:**

On this date, Inspectors Young and Morgan conducted physical surveillance of Karnes residence at \_\_\_\_\_, Chatham. The Inspectors observed Karnes' state vehicle parked in the residence driveway. At approximately 10 a.m., Inspector Young telephoned \_\_\_\_\_ to ascertain where Karnes was supposed to be. \_\_\_\_\_ advised that Karnes' itinerary indicated that he should have been at the Aledo facility. At 10:26 a.m., Inspector Young requested that Director Mayer contact Karnes and ask for his current location. Director Mayer did so, and reported that Karnes had informed Director Mayer that he was then at the Illinois State Library. Inspectors then observed Karnes leave his home at 10:36 a.m. Inspectors followed Karnes from Chatham, to Monster Pawn, a pawnshop located on South MacArthur Boulevard in Springfield. Karnes entered the business and remained there for twenty-one minutes. Inspectors then observed him leave the business with what appeared to be a pawn ticket in his hand. During his interview, Karnes confirmed he had pawned personal property. (Tr. 61:11-15). Karnes then drove to the United Community Bank in Chatham where he spent seven minutes. Karnes then drove to the Campaign storage unit. He was at this location for eighteen minutes. He then drove to his residence, staying there for thirty-nine minutes before driving to the Chatham McDonald's for three minutes and returning home for an additional twenty-one minutes. At 1:59 p.m. Karnes exited his residence and drove to the strip mall at Montvale Plaza in Springfield. He was at the strip mall for five minutes before he proceeded to the Illinois State Library. He remained at the Library for thirty-eight minutes. Upon departing the Library, he made an eight minute stop at the office building located at Bruns Lane and Timberbrook Drive. Karnes returned home at 4:03 P.M.

The original itinerary submitted by Karnes to Director Mayer indicated Karnes location that day as "Aledo Facility." Karnes had submitted a revised itinerary to Director Mayer on August 26th that indicated his location on the day in questions as "Dirksen." He submitted yet another revised itinerary during his interview that indicated he had amended his "Dirksen" entry by adding "Howlett." During his interview Karnes explained that if he had been at the Library he might very well have put down "Howlett" on his itinerary "because it's all that [same] complex." (Tr.

111:3). In regard to telling Director Mayer he was at the Library while Inspectors observed him at home, the following exchange ensued:

Mr. Karnes: That's it. That's it. He didn't call. Yes, he did call me and said "Where are you?" and I said "I'm at the Library."

Inv. Morgan: And you were at home.

Inv. Young: We were watching you and you were at home.

Mr. Karnes: Okay.

Inv. Young: Why?

Inv. Morgan: And then you left home and you didn't go to the library, you went to the pawn shop.

Inv. Young: That's the day you went to the pawn shop. Why would you tell the Director something that's not true?

Mr. Karnes: I don't know. I was....

Inv. Young: Were you trying to cover what you were doing?

Mr. Karnes: I guess. Yeah.

Inv. Young: You know that's wrong to do that, correct?

Mr. Karnes: Yes, Sir.

When questioned as to why he had lied about his whereabouts instead of telling Director Mayer that he was working from home, Karnes only stated: "I, I don't know. I should have. I should have." (Tr. 114:1-2). Karnes then admitted that he had driven his assigned state vehicle to the Campaign storage unit. (Tr. 115:23-116:4). When asked to explain his activities during the period that he was not present at an SOS facility or office, Karnes stated "Well, again, my contention is that I was working at the house." (Tr. 115:19-20).

#### **August 27, 2013:**

Karnes left his home at 8:23 a.m. and drove to Benld, Illinois arriving at 9:34 a.m. Karnes spent one hour and fifty-five minutes in Benld, and left at 11:29 a.m. Karnes then drove to the Carlinville SOS facility. He was at the facility for seventeen minutes. Upon leaving Carlinville, Karnes turned off Route 4 and took Curran Road straight north until he turned east onto County Highway 5a/Walnut Street and arrived at his home in Chatham at 1:06 p.m., where he remained for the rest of the day.

Karnes' original and revised itineraries indicated his location that day as "Benld Mobile Unit (Senator Manar)." During his interview, Karnes claimed that he was at the Benld Mobile Unit from 10:00 A.M. until 2:00 P.M. (Tr. 118:9-10). However, when confronted, he did not dispute the fact that he was at his home at 1:06 P.M. (Tr. 121:21- 122:2). Instead, Karnes stated that he had taken his lunch hour from 1 to 2 P.M. and had worked from home from 2 to 5 P.M. (Tr. 122:12-21).

#### **August 29, 2013:**

On this date, Karnes did not leave his residence until 2:28 p.m. At that time, he drove to the Howlett Building, where he remained for twenty-nine minutes before driving back to his residence, where he remained the rest of the day. According to his submitted itinerary, Karnes

had claimed to be at the Jerseyville SOS facility on that date. The revised itinerary submitted during his interview shows that he had struck through the Jerseyville entry and replaced it with "Dirksen." Karnes explained that he had gone to the Howlett Building to pick up a new cell phone, in response to an email he had received at 1:28 p.m. on that date. When confronted with the information that the Inspectors had evidence that he had remained at home throughout his assigned work day aside from the trip to the Howlett Building to get the phone, Karnes stated: "Well, again, if you have me at my house, I was working out of my house." (Tr.124:15-16).

**August 30, 2013:**

Karnes did not leave his home all day. The original itinerary he had submitted stated that he was at the "Winchester Mobile." On the revised itinerary presented at his interview, he had struck through the Winchester entry and replaced it with "Howlett?" Karnes stated that he "didn't note what I did that day" and that he doesn't "know why I didn't record where I was that day," but he "think[s] I worked out of my home office." (Tr. 126:3-11).

EXHIBIT

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B

# INVOICE

### MAKE CHECK PAYABLE TO

Downtown \* Auburn \* Chatham  
Mini Storage  
PO Box 198  
Carlinville, IL 62626  
(217)854-3492 (217)438-4500

Unit C351  
Tenant 58540  
Invoice \_\_\_\_\_  
Invoice Date August 22, 2013  
Due Date August 22, 2013  
Amount Due 800.00

JOHN KARNES

Please check box if address is incorrect and indicate change. Signature is required to authorize address changes.

CHATHAM IL 62629

Signature \_\_\_\_\_

AMOUNT ENCLOSED \_\_\_\_\_

*After 5th of month, please include \$5 late fee*

-----  
DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

UNIT	DATE	ITEM/SERVICE	AMOUNT	TAX	DUE
C351	9/1/2013	Rent 9/1-9/30	50.00	0.00	50.00
C351	10/1/2013	Rent 10/1-10/31	50.00	0.00	50.00
C351	11/1/2013	Rent 11/1-11/30	50.00	0.00	50.00
C351	12/1/2013	Rent 12/1-12/31	50.00	0.00	50.00
C351	1/1/2014	Rent 1/1-1/31	50.00	0.00	50.00
C351	2/1/2014	Rent 2/1-2/28	50.00	0.00	50.00
C351	3/1/2014	Rent 3/1-3/31	50.00	0.00	50.00
C351	4/1/2014	Rent 4/1-4/30	50.00	0.00	50.00
C351	5/1/2014	Rent 5/1-5/31	50.00	0.00	50.00
C351	6/1/2014	Rent 6/1-6/30	50.00	0.00	50.00
C351	7/1/2014	Rent 7/1-7/31	50.00	0.00	50.00
C351	8/1/2014	Rent 8/1-8/31	50.00	0.00	50.00
C351	9/1/2014	Rent 9/1-9/30	50.00	0.00	50.00
C351	10/1/2014	Rent 10/1-10/31	50.00	0.00	50.00
C351	11/1/2014	Rent 11/1-11/30	50.00	0.00	50.00
C351	12/1/2014	Rent 12/1-12/31	50.00	0.00	50.00
			Subtotal		800.00
			Taxes		0.00
			Balance Due		800.00

### IMPORTANT!

Reminder - there is a \$50 clean up fee for any trash left behind in a unit.

Effective January 1, 2013, there will be a service charge of \$5 for payments made by phone.

- 80.00 (10%)  
\$ 720.00

### MAKE CHECK PAYABLE TO THE FACILITY BELOW

Downtown \* Auburn \* Chatham  
Mini Storage  
PO Box 198  
Carlinville, IL 62626  
(217)854-3492 (217)438-4500

Unit C351  
Tenant 58540  
Invoice \_\_\_\_\_  
Invoice Date August 22, 2013  
Paid Thru August 31, 2013

For inquiry, call 217-854-3492

Due Date August 22, 2013  
Total Amount Due 800.00

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
JAN	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
FEB	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
MAR	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
APR	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
MAY	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
JUN	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
JUL	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
AUG	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
SEP	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
OCT	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
NOV	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50
DEC	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50

**TRANSACTION CODES**  
 AC = Attendance in Court  
 MD = Military Duty  
 WA = Work Away  
 WC = Workers Comp Grace Day  
 VV = Veterans Visitation  
 VS = Vacation Sell Back  
 CO = Cash Out Comp Time on books  
 CP = Cash Pay for OT worked  
 VL = Voluntary Leave (+ or -)  
 DV = Donate Vacation  
 DS = Donate Sick  
 DP = Donate Personal Leave  
 DC = Donate Comp

**TIME OFF WITH PAY**  
 S = Employee Sick Day  
 SF = Sick Family Member  
 V = Vacation Day  
 PL = Personal Day  
 H = Holiday Time  
 CE = Comp Time Earned  
 CU = Comp Time Used  
 UP = Union Business with pay  
 FR = FMLA Family Responsibility  
 MP = FMLA Maternity/Paternity  
 BV = Bereavement  
 AP = Admin LOA with Pay  
 BH = Birthday holiday  
 INTERMITTENT  
 ID = INTERMITTENT DAILY

**TIME OFF WITHOUT PAY**  
 FM = FMLA (dock)  
 ZA = V.E.S.S.A. (dock)  
 LS = LOA/Service Connected  
 LF = LOA Family  
 LN = LOA Non-Service  
 EA = Excused Absence (dock)  
 UB = Union Business (dock)  
 SP = Suspension  
 FX = Furlough day-no work  
 FW = Furlough Day-work  
 AW = Admin LOA without Pay  
 FULLTIME  
 ED = EMPLOYEE DAILY

**FMLA TYPE ACTION CODES**  
 FE = FMLA employee sick  
 FS = FMLA family sick  
 FV = FMLA vacation  
 FP = FMLA PL day  
 FH = FMLA holiday time

**V.E.S.S.A. TYPE ACTION CODES**  
 VJ = VESSA employee sick  
 ZE = VESSA family sick  
 ZF = VESSA family sick  
 ZV = VESSA vacation  
 ZP = VESSA PL day  
 ZC = VESSA comp time  
 ZH = VESSA holiday time

**Employee - ID #** 9274  
**Name** KARNES JOHN M  
**Title** EXECUTIVE ASSISTANT  
**Pay Code** 735  
**Year** MONDAY - FRIDAY 2013

C-1

2013

Name: **KARNES JOHN (9274)** Department: **DRIVER SERVICES** Division: \_\_\_\_\_ Section: \_\_\_\_\_

Start Date: \_\_\_\_\_ Vacallion Date: **6/8/1995** Balance Brought Forward: \_\_\_\_\_ Sick: \_\_\_\_\_

Prior to Jan. 1984: **0** Jan 1984-Dec 1987: **0** After Jan. 1988: **7.5** Holiday: **0.00** CE: **0**

MONTH	VACATION DAYS EARNED										VACATION			PERSONAL LEAVE			
	10	15	17	20	22	25	30	START	USED	EARNED	BALANCE	START	USED	EARNED	USED	EARNED	BALANCE
JAN	7.5	11.25	11.25	15	15	18.75	18.75	35	22	15	28			22.5	0		22.5
FEB	7.5	7.5	11.25	11.25	15	15	18.75	20	8.5	11.25	30.75			0	15		7.5
MAR	3.75	11.25	11.25	11.25	11.25	15	18.75	30.75	8.5	11.25	33.5			0	0		7.5
APR	7.5	7.5	11.25	15	15	15	18.75	33.5	4	15	44.5			0	1.5		6
MAY	7.5	11.25	11.25	11.25	15	15	18.75	44.5	2	11.25	53.75			0	0.75		5.25
JUN	3.75	7.5	7.5	11.25	11.25	15	18.75	53.75	22	11.25	43			0	0		5.25
JUL	7.5	11.25	11.25	15	15	18.75	18.75	43	16.5	15	41.5			0	0		5.25
AUG	7.5	7.5	11.25	11.25	15	15	18.75	41.5	19	11.25	33.75			0	0.5		4.75
SEP	3.75	11.25	11.25	11.25	11.25	15	18.75	33.75	0	0	33.75			0	0		4.75
OCT	7.5	7.5	11.25	15	15	15	18.75	33.75	0	0	33.75			0	0		4.75
NOV	7.5	11.25	11.25	11.25	15	15	18.75	33.75	0	0	33.75			0	0		4.75
DEC	3.75	7.5	7.5	11.25	11.25	15	18.75	33.75	0	0	33.75			0	0		4.75
TOTAL									102.5	101.25	33.75		17.75	22.5			4.75

MONTH	Sick Lv Prior To Jan. 1984			Sick Lv Between 1984-1997			Sick Lv Since 1998			Grand Total			COMP. TIME			HOLIDAY TIME		
	START	USED	BALANCE	START	USED	BALANCE	START	USED	BALANCE	BALANCE	EARNED	USED	BALANCE	EARNED	USED	BALANCE	EARNED	USED
JAN	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
FEB	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
MAR	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
APR	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
MAY	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
JUN	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
JUL	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
AUG	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
SEP	0	0	0	0	0	0	7.5	7.5	7.5	7.5	7.5	0	0	0	0	0	0	0
OCT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOV	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	7.5	67.5	60	60	0	0	0	0	0	0	0	0

Vacation Earned Annually  
According to Years of Service

0 - 5 Yrs. = 10 Work Days 15 - 19 Yrs. = 20 Work Days  
6 - 9 Yrs. = 15 Work Days 20 - 25 Yrs. = 22 Work Days  
10 - 14 Yrs. = 17 Work Days 26 - 30 Yrs. = 25 Work Days  
31 + Yrs. = 30 Work Days

Monday - Friday schedule  
**2013**

I certify that the foregoing year-to-date attendance record is accurate for the period of \_\_\_\_\_ through \_\_\_\_\_

Signature of Attendance Clerk \_\_\_\_\_

Signature of Division/Section Supervisor \_\_\_\_\_

Signature of Employee \_\_\_\_\_

tabbies

C-2

From: Wednesday, September 18, 2013 9:59 AM  
Sent: Wednesday, September 18, 2013 9:59 AM  
To: Karnes, John  
Subject: RE: Today

Hope everything is okay...I worry about you.

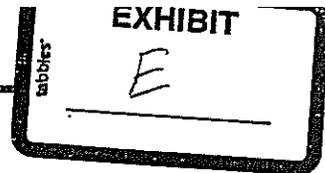
I straightened out August 14 and 15. But since I didn't have 14th recorded you do not have any time so today will have to be docked and please bring in a slip if possible.

Thank you,

-----Original Message-----

From: Karnes, John  
Sent: Wednesday, September 18, 2013 9:52 AM  
To:  
Subject: Today

Please record me for FMLA. Was at Doctors office at 8. On way to a different doctor right now!



**From:** [REDACTED]  
**Sent:** Tuesday, September 17, 2013 2:18 PM  
**To:**  
**Cc:** Mayer, Mike  
**Subject:** John Karnes

John Karnes came to see me, after his meeting with you, questioning his attendance for August 14 and 15, 2013. In reviewing his slips with him, it was determined that he did in fact have both days off but did not turn a slip in for the 14<sup>th</sup>.

I thought he had put the wrong date down on his itinerary for taking off because the slip he turned in was for the 15<sup>th</sup>. I was at fault for not getting clarification from him. Had a revised itinerary been sent in, this matter would not be an issue. John has always submitted a slip for his fair day, as past history will show, but for whatever reason, he inadvertently forgot to submit one this time.

I do apologize for any inconvenience I may have caused.

Thank you,